UNITED
NATIONS

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Secretariat

ST/IC/1994/4
27 January 1994

INFORMATION CIRCULAR

To: Members of the staff

From: The Under-Secretary-General for Administration and Management

Subject: UNITED NATIONS GARAGE - INCREASE IN PARKING FEES AND REINSTATEMENT OF A LIMITED NUMBER OF TEMPORARY PARKING PERMITS*

1. In accordance with paragraph 2 of information circular ST/IC/86/49 of 18 September 1986, adjustments of parking fees shall be reviewed on the basis of, inter alia, the movement of the New York cost-of-living index. The consumer price index (CPI) has moved by 37.7 per cent over the period September 1986 to December 1993. Consequently, effective 1 March 1994, parking fees will be increased as follows:

A. Automobiles

$55 per month	-	Regular permit/prepaid temporary permit
$3.50 per day	-	Temporary daily parking
$3.50 between 6 p.m. and 1 a.m.	-	Occasional parking, Friday and Saturday night, eve of a United Nations holiday
$165 per month	-	24-hour parking for assistant secretaries-general, under-secretaries-general and exceptional cases unanimously approved by the Board
$7 per night	-	Night parking 1 a.m. to 6 a.m. (Sunday night-Thursday night)

* Personnel Manual index No. 13219.

B. Motorcycles

$22 per month	-	Regular permit/prepaid temporary permit
$1.50 between 6 p.m. and 1 a.m.	-	Occasional parking, Friday and Saturday night, eve of a United Nations holiday
$1.50 per day	-	Regular and temporary permits
$2.75 per night	-	Night parking 1 a.m. to 6 a.m. (Sunday night-Thursday night)
$66 per month	-	24-hour parking

2. Based on the forthcoming discussions regarding garage operations, as requested by the Advisory Committee on Administrative and Budgetary Questions, additional adjustments to parking fees and fines may be made.

3. Members of the staff may make use of the garage after 5 p.m. on weekdays, all day on holidays and weekends. On these occasions, no permit or advance arrangement is required. Parking will be permitted upon presentation of a grounds pass and payment of the appropriate fee.

4. A limited number of temporary parking permits will now be made available. These permits are issued for the purpose of facilitating the operational needs of departments and offices. They will be granted on the basis of the following criteria: (a) exigencies of the service; (b) irregular or unpredictable working hours; and (c) in conjunction with (a) or (b) only, difficulties in commuting by public transport. In the light of the limited number of parking spaces, staff members are therefore reminded that all requests may not be approved.

5. Applications for temporary permits should be submitted to the staff member's executive/administrative office. Departments or offices should then review applications according to the criteria outlined above and submit a prioritized list, accompanied by a statement explaining the necessity for each permit to the Garage Review Board by 15 February 1994.

6. The present circular supersedes paragraphs 1, 3 and 4 of information circular ST/IC/86/49 of 18 September 1986. Administrative instruction ST/AI/349 of 22 April 1988 on the United Nations Garage will be amended in due course to reflect the adjusted parking fees.